

## **CHARTER TOWNSHIP OF DELTA PLANNING COMMISSION MINUTES OF JULY 28, 2014**

### **I CALL TO ORDER**

Chairperson Schweitzer brought the meeting to order at 7:00 p.m.

### **II PLEDGE OF ALLEGIANCE**

Chairperson Schweitzer led the Commission and others present in reciting the Pledge of Allegiance to the Flag.

### **III ROLL CALL**

Members Present: Schweitzer, Cascarilla, Laforet, Gabriel, Lathrop, MacLaren, McConnell, Mudry and Ruswinckel – arrived at 7:05 p.m.

Members Absent:

Staff Members Present: Assistant Community Development Director Gary Bozek.

### **IV APPROVAL OF AGENDA**

**MOTION BY MCCONNELL, SECONDED BY MUDRY, THAT THE AGENDA BE APPROVED AS PRESENTED. VOICE VOTE. CARRIED 8-0.**

### **V APPROVAL OF MINUTES**

1. Minutes of the May 27, 2014 Planning Commission Meeting.

**MOTION BY GABRIEL, SECONDED BY LATHROP, THAT THE MINUTES OF THE MAY 27, 2014 PLANNING COMMISSION MEETING BE APPROVED AS PRESENTED. VOICE VOTE. CARRIED 8-0.**

2. Summary Record of Public Hearing for Case No. 5-14-5, Special Land Use Permit for a Truck Repair Facility, Applicant is Dan Bryan.

**MOTION BY GABRIEL, SECONDED BY LATHROP, THAT THE MINUTES OF THE SUMMARY RECORD OF PUBLIC HEARING FOR CASE NO. 5-15-5, SPECIAL LAND USE PERMIT FOR A TRUCK REPAIR FACILITY, APPLICANT IS DAN BRYAN, BE APPROVED AS PRESENTED. VOICE VOTE. CARRIED 8-0.**

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VI CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA - None

VII CORRESPONDENCE - None

VIII OLD BUSINESS – None

IX PUBLIC HEARINGS – None

X OTHER BUSINESS

1. Preliminary Site Plan Review for Air Lift Company Facility Expansion (40,479 square foot addition), 2727 Snow Road, Section 25.

Mr. Bozek said the subject parcel consisted of a 10 acre industrially zoned site that was currently occupied by Air Lift who was proposing to construct a 40,479 square foot addition to their existing building. Mr. Bozek noted that the staff report summarized site development standards contained in the Zoning Ordinance for the I2 zoning district and the fact that public utilities were available to serve the site. He stated that the Township's Fire Department had recommended a few minor revisions to the site plan pertaining to emergency access and fire hydrant relocation. Mr. Bozek noted that the existing detention pond would be modified to accommodate the proposed expansion and that slight modifications would be made to the existing driveways. Mr. Bozek stated that 124 parking spaces would be required based on the information provided by the applicant and that a total of 177 parking spaces were illustrated on the site plan. Mr. Bozek said the proposed building and parking lot expansions resulted in the need for additional landscaping to be installed in the greenbelt area within the parking lot and that a landscape surety agreement would be executed with the Township for the required landscaping and a surety provided.

Ms. Gabriel inquired about the cement pad that would be installed to the north side of the building.

Mr. Bozek noted that the extension of pavement on the north side of the building was needed to ensure the Fire Department had access to all areas of the building.

Ms. Gabriel felt it looked as though the pavement would abut right up to the detention pond.

Mr. Bozek said the pavement would be near the detention pond.

Mr. Schweitzer questioned if the extension of the parking lot would abut the existing detention pond or would the detention pond's location be modified.

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Mr. Bozek illustrated for the Commission the boundaries of the existing detention pond and where there were changes in grade on the site. He noted that the edge of the parking lot would a sufficient distance away from the detention pond.

Mr. Schweitzer felt the existing detention pond would have to be reworked in order to accommodate the expansion which was under review by the Drain Commissioner's office.

Kim Byer with Constructors Incorporated, Grand Rapids, Michigan, requested that the expanded area required by the Fire Department be a gravel surface.

Mr. Bozek said the area had to be hard surfaced in order to be able to accommodate fire apparatus.

Mr. Byer indicated that a future 40,000 square foot addition beyond what is being reviewed tonight is contemplated in the area of the expanded paved area mandated by the Fire Department.

Mr. Bozek suggested Mr. Byer speak to the Township's Fire Inspector about suitable material and the expansion.

Mr. Byer said the expansion of the parking areas on the site plan didn't show all of what they had anticipated for future parking and that the leading edges that the Commission saw facing Snow Road because there was room for two additional bays of parking on both the north and south lot as well.

Mr. Bozek said that the parking areas would be required to be curbed even though a future expansion is proposed. He said that the developer had the option of constructing all of the parking at this time, which would negate the need to tear out the curbing later.

MOTION BY LAFORET, SECONDED BY MCCONNELL, THAT THE PUBLIC HEARING BE CLOSED. VOICE VOTE. CARRIED 9-0.

**MOTION BY LAFORET, SECONDED BY GABRIEL, THAT THE DELTA TOWNSHIP PLANNING COMMISSION APPROVE THE PRELIMINARY SITE PLANS FOR A 40,479 SQUARE FOOT ADDITION TO THE AIR LIFT COMPANY FACILITY LOCATED AT 2727 SNOW ROAD IN SECTION 25 OF DELTA TOWNSHIP, AS ILLUSTRATED ON SITE PLANS PREPARED BY W.L. PERRY ASSOCIATES, LTD., DATED JUNE 20, 2014, SUBJECT TO THE FOLLOWING STIPULATIONS:**

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- 1. RECEIPT OF FINAL APPROVAL FROM TOWNSHIP'S ENGINEERING DIVISION AND UTILITIES DEPARTMENT FOR ANY NECESSARY PUBLIC WATER MAIN EXTENSIONS AND/OR HYDRANTS, ALONG WITH THE EXECUTION OF AN APPLICABLE UTILITY AGREEMENT.**
- 2. RECEIPT OF FINAL APPROVAL FROM TOWNSHIP'S ENGINEERING DIVISION AND UTILITIES DEPARTMENT FOR THE NEW SANITARY SEWER CONNECTION.**
- 3. FIRE HYDRANTS AND EMERGENCY VEHICLE ACCESS SHALL BE PROVIDED AS PER THE REQUIREMENTS OF THE DELTA TOWNSHIP FIRE DEPARTMENT.**
- 4. THE NECESSARY APPROVALS AND PERMITS SHALL BE OBTAINED FROM THE EATON COUNTY DRAIN COMMISSIONER'S OFFICE.**
- 5. THE NECESSARY APPROVALS AND PERMITS SHALL BE OBTAINED FROM THE EATON COUNTY ROAD COMMISSION.**
- 6. THE LEGAL DESCRIPTION FOR THE SUBJECT SITE SHALL BE NOTED ON THE SITE PLAN ALONG WITH THE PARCEL SIZE(S).**
- 7. THE BUILDING HEIGHT SHALL BE NOTED ON THE SITE PLAN.**
- 8. THE LOT COVERAGE PERCENTAGE SHALL BE NOTED ON THE SITE PLAN.**
- 9. THE PARKING TABLE ON THE SITE PLAN SHALL BE CORRECTED.**
- 10. THE LANDSCAPE PLAN SHALL BE REVISED TO ILLUSTRATE ONE ADDITIONAL GREENBELT TREE, THREE ADDITIONAL PARKING LOT CANOPY TREES, AND 17 ADDITIONAL GREENBELT SHRUBS. A LANDSCAPE SURETY AGREEMENT SHALL BE EXECUTED WITH THE TOWNSHIP FOR THE REQUIRED LANDSCAPING, AND A SURETY PROVIDED.**

**THE AFOREMENTIONED STIPULATIONS SHALL BE COMPLIED WITH PRIOR TO THE ZONING ADMINISTRATOR GRANTING FINAL APPROVAL OF THE SITE PLAN.**

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**VOICE VOTE. CARRIED 9-0.**

**XI PLANNING DIRECTOR COMMENTS**

Mr. Bozek noted that the Commission had been provided with a General Info memo updating them on activities and projects going on in the Township. Mr. Bozek informed the Commission that they would not have a meeting on August 11<sup>th</sup>, but a meeting would be held on August 25<sup>th</sup> at which time a public hearing would be held for the Capital Improvements Program. Mr. Bozek noted that the consultants who were working on updating the Zoning Ordinance met with the Township Board and obtained input from members of the Board about what they would like to see in the new Zoning Ordinance. He indicated that the consultant's meeting with the Planning Commission would be much more extensive and that staff would be providing the Commission with a packet of information prior to the meeting.

Ms. Cascarilla inquired about the construction that was taking place on the former Baskins-Robbins site.

Mr. Bozek said there had been several different uses interested in occupying the building that was currently under construction. He noted that Advanced Auto Parts was interested in site, but the design of the building would have to be changed to accommodate their use which was why construction of the building had stopped. Mr. Bozek informed the Commission that the Township Board was currently conducting a search to fill the Township Manager's position and anticipated filling the position by mid-October. He noted that Manager Watkins retired in July, but was serving the Township in a part-time capacity until a permanent replacement was installed.

**XII PLANNING COMMISSIONER COMMENTS - None**

**XIII ADJOURNMENT**

**MOTION BY CASCARILLA, SECONDED BY LAFORET, THAT THE  
MEETING BE ADJOURNED. VOICE VOTE. CARRIED 9-0.**

Chairperson Schweitzer adjourned the meeting at 7:20 p.m.

Respectfully Submitted,

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Kim Laforet, Secretary

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Minutes prepared by Anne Swink